



# County of Los Angeles **CHIEF EXECUTIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION  
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(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

Board of Supervisors  
GLORIA MOLINA  
First District

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Second District

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Third District

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Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

April 15, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**REQUEST FOR DELEGATED AUTHORITY  
TO NEGOTIATE AND ADMINISTRATIVELY CONSUMMATE  
MINOR LEASES FOR VARIOUS DEPARTMENTS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

This recommendation is to delegate the authority to the Chief Executive Office (CEO) to negotiate and consummate the minor leases shown on Exhibit A as provided under Section 2.08.159 of the County Code. These leases were previously executed by the CEO pursuant to the delegated authority.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed leases are categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board.
2. Delegate the authority to the Chief Executive Office (CEO) to negotiate and consummate the minor leases shown on Exhibit A for various County Departments.
3. Approve these projects and authorize the CEO and the Department involved to implement the projects.

Pursuant to the authority granted under County Code Section 2.08.159, the CEO may consummate all minor leases administratively. However, while the CEO has the authority to execute new minor leases, County Counsel has opined that a re-lease of the same facility requires Board approval. Therefore, the recommendations proposed herein will provide for more efficient processing of these minor lease renewals and obviate the need for Board approval for renewal of each of the attached 48 leases.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The Countywide Strategic Plan directs that we improve the workplace environment in order to enhance quality and productivity (Goal 2, Strategy 2) and that we strengthen the County's fiscal capacity (Goal 4). In this case, we are authorizing and consolidating multiple departmental functions, when it is found to be appropriate, and housing some subvented programs in leased space, in accordance with the Strategic Asset Management Principles.

### **FISCAL IMPACT/FINANCING**

Since all the facilities involved are currently subject to existing leases, it is anticipated that there will be little fiscal impact, if any, from the proposed re-leases. The impact will result only from small increases in the rental rates negotiated, if any. A further limitation is that the rental rate cannot exceed \$7,500 per month. If the lease cost exceeds \$7,500 per month, the CEO will submit a lease recommendation to your Board for consideration.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Since 2005, your Board has approved similar delegated authority recommendations submitted annually by the CEO to negotiate and consummate minor leases. The proposed recommendations apply to the 48 leases shown on Attachment A whose departments indicate a desire to remain at their current facilities. All the proposed leases are either on a month-to-month tenancy, or will expire during the 2008 calendar year or within the first quarter of 2009. County Code Section 2.08 will continue to govern all new leases for different locations with the same term and rental rate limits.

The leases shown on Attachment A will be approved by the CEO only under the following conditions:

- The departments involved will be required to provide sufficient justification of their continued need for the space to the CEO, and the CEO will need to find that the renewal of the existing lease is the best course of action.
- The facilities involved will have to meet the criteria for seismic integrity set by the Department of Public Works to be suitable for County occupancy.
- The proposed leases will become effective upon approval and execution by the CEO.
- If the proposed leases contain a rental adjustment provision either fixed or based on the Consumer Price Index, the projected maximum monthly rent will remain under \$7,500 per month.

The proposed leases are all too small for child care facilities to be incorporated.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The CEO believes that the proposed recommendations are in the best interest of the County by providing a mechanism to obtain necessary space for the various County requirements in a more efficient manner. The CEO will consummate these leases only if, upon review, they are found individually to be in the best interest of the County.

Some of the facilities shown have additional existing County lease(s). To the extent possible, the CEO will consolidate these leases into one agreement, and if it exceeds the administrative limitations, a recommendation will be brought to your Board for consideration.

The Honorable Board of Supervisors  
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**NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT**

Since all the leases shown on Attachment A are in essence re-leases, these projects are exempt from CEQA pursuant to Class 1, section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15061 (b) (3) of the State CEQA Guidelines.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a stylized flourish at the end.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DL:JSE  
CEM:CMB:hd

Attachment

c: County Counsel  
Auditor-Controller  
All County Departments Indicated

## Exhibit "A"

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	ADDITIONAL LEASES
PUBLIC LIBRARY	12100 Carson St., Hawaiian Gardens Library, Unit D & E	Hawaiian Gardens	98867	P-0124	08/01/1989	07/31/1991	Annual \$1.00	0
PUBLIC WORKS	Beach Area/Bicycle Path 45th Street	El Segundo		46806	08/07/1983	08/06/1993	Gratis	8
PARKS & RECREATION	28000 Devils Punch Bowl Rd., Sandrock & Punch Bowl Canyons, Special Use Permit	Pearblossom	98392	P-0158	11/19/1992	11/20/1993	Gratis	9
PUBLIC LIBRARY	12006 S. Garfield, Hollydale Public Library	South Gate	98867	55508	11/01/1996	10/31/2001	\$1,133.00	0
CHILDREN & FAMILY SERVICES	3300 Civic Center Drive, Torrance Police Department	Torrance	98909	L-0777	09/24/2001	09/23/2004	Gratis	0
PROBATION	12653 N. Little Tujunga Canyon Road, Camp Karl Holton (Ground Lease)	San Fernando	97573	26299	10/01/1997	10/01/2004	Annual \$860.00	9
PUBLIC WORKS	Los Angeles Air Force Base (Gratis Ground Lease)	El Segundo	98288	L-0816	12/01/2001	11/30/2004	Gratis	1
SHERIFF	13525B Telegraph Road, South Whittier Community Sub-Station	South Whittier	97844	L-0461	01/01/1996	12/31/2004	Annual \$1.00	0
SHERIFF	8353 Sepulveda Blvd., 1st Floor, TRAP Program	North Hills	97866	L-0810	08/01/2004	07/31/2005	Annual \$1.00	0
PUBLIC LIBRARY	4411 East Gage Avenue	Bell	98867	73318	04/17/2001	04/16/2006	\$3,848.00	0
SHERIFF	Big Creek County Prison, Kern River No. 1 Transmission line	Castaic	97707	73701	07/01/1941	06/30/2006	Annual \$42.95	8
BEACHES & HARBORS	13756 Fiji Way, Fisherman's Village Parking lot W-1 & W-2)	Marina Del Rey	98244	59988	08/02/1995	08/01/2006	Annual \$1,608.00	1
DISTRICT ATTORNEY	300 S. Park Ave., Juvenile Division, Suite 760 & 770	Pomona	97440	56518	12/15/2003	12/14/2006	\$7,136.33	3
CHILDREN & FAMILY SERVICES	1395 East Orange Grove Blvd., F. L. I. P. (Gratis)	Pasadena	99030	L-0905	10/01/2004	09/30/2007	Gratis	0
INTERNAL SERVICES	24201 West Valencia Blvd.	Valencia	98184	L-1009	08/13/2007	10/31/2007	\$125.00	0
FIRE DEPARTMENT	16700 Roscoe Blvd., Van Nuys Airport, Super Scooper Ground Support Staff	Van Nuys	98363	L-0943	10/23/2007	12/31/2007	\$3,000.00	0
SHERIFF	Mount Lukens Radio Telecomm. Site, Radio Vault	Tujunga	97690	72561	01/01/2003	12/31/2007	\$2,976.00	3
SHERIFF	785 Edison Avenue, TRAP Program	Long Beach	97778	L-0756	08/30/2007	12/31/2007	Gratis	0
SHERIFF	1615 McKinley Avenue,	La Verne	97785	MOU-0924	02/01/2005	01/31/2008	\$1,800.00	1
MENTAL HEALTH	25044 Peachland Avenue	Santa Clarita	98093	L-0985	08/01/2007	03/31/2008	\$2,500.00	0
PUBLIC SOCIAL SERVICES	2813 E. Olympic Blvd., Parking for 2855 E. Olympic Blvd.	Los Angeles	97138	L-0933	04/07/2005	04/06/2008	\$930.00	0
PUBLIC LIBRARY	20540 E. Arrow Hwy, Unit K, Sunrise Shopping Center	Charter Oak	98867	L-0935	04/25/2005	04/24/2008	\$2,750.00	0
CHILDREN & FAMILY SERVICES	1420 West Avenue "I", FLIP Transitional Resource Center	Lancaster	99032	L-0934	05/01/2005	04/30/2008	\$631.00	0
SHERIFF	1500 7th Street #5-0,	Sacramento	97729	L-0999	05/01/2007	04/30/2008	\$2,200.00	0
PARKS & RECREATION	6300 East Northside Dr., Saybrook Park	Los Angeles	98423	L-0926	06/01/2005	05/31/2008	Annual \$800.00	8
PARKS & RECREATION	Equestrian & Hiking Trail, Schabarum Park to Rose Hills	El Monte	98403	L-1002	06/01/2007	05/31/2008	Annual \$350.00	8

DEPARTMENT	ADDRESS	CITY	FIRM NO.	LEASE NO.	START DATE	END DATE	MONTHLY RENT	ADDITIONAL LEASES
PUBLIC LIBRARY	5218 Santa Ana Street, Cudahy Library	Cudahy	98867	L-0936	06/01/2005	05/31/2008	\$2,526.17	0
PUBLIC LIBRARY	4153-55 E. Live Oak Ave., Live Oak Branch Library	Arcadia	98867	L-0940	06/10/2005	06/09/2008	\$2,891.00	0
ISD-INFO TECHNOLOGY SVC	4100 S. La Cienega Blvd., Baldwin Hills Reservoir Site	Los Angeles	98131	25761	07/01/2005	06/30/2008	Annual \$780.00	0
PARKS & RECREATION	Equestrian Riding & Hiking Trail (El Vago Street)	La Canada Flintridge	98454	L-0941	07/01/2005	06/30/2008	Annual \$4,123.00	8
COMMUNITY & SENIOR SERVICES	1415 Santa Anita Ave., Parking for 1441 Santa Anita	South El Monte	97069	L-0942	07/06/2005	07/05/2008	\$465.00	0
PARKS & RECREATION	27401 Lake Hughes Road, Sign Monument Display	Castiac	98408	P-1008	07/18/2007	07/17/2008	Annual \$250.00	8
HEALTH SERVICES	16921 E. Avenue O, Space G, Lake Los Angeles Clinic,	Palmdale	97942	L-0944	08/01/2005	07/31/2008	\$3,600.00	0
SHERIFF	410 Avalon Canyon Road, Deputy Residence	Catalina	97604	L-0959	03/17/2006	07/31/2008	Annual \$1.00	0
PROBATION	7100 Van Nuys Blvd., Suite 214, Investigations	Van Nuys	97563	L-0950	09/01/2005	08/31/2008	\$6,920.84	1
PUBLIC LIBRARY	7309 Adams Street, Office and Warehouse Space	Paramount	98867	L-0814	09/01/2005	08/31/2008	\$6,797.25	0
ALTERNATE PUBLIC DEFENDER	221 E. Walnut St., Suite 240, Legal Representation	Pasadena	97666	L-0818	09/18/2005	09/17/2008	\$6,560.00	0
PROBATION	3470 Wilshire Boulevard, Parking for 3530 Wilshire Blvd.	Los Angeles	97564	L-0951	10/01/2005	09/30/2008	\$1,320.00	0
SUPERIOR COURT	638 South Beacon Street, 6th Floor, San Pedro Court	San Pedro	97782	L-0948	08/25/2005	09/30/2008	\$5,399.35	6
SUPERIOR COURT	501 S. Sunset Ave., AKA 1444 W. Garvey Ave., Parking	West Covina	97517	19104	10/08/2003	10/07/2008	\$5,181.96	0
PUBLIC SOCIAL SERVICES	8017 S. Atlantic Blvd., Parking Lot (Ground Lease)	Cudahy	97125	L-0953	10/20/2005	10/19/2008	Gratis	0
SHERIFF	4322, 4328, & 4332 West 106th St., Parking Lots	Lennox	97842	L-0459	11/01/2003	10/31/2008	\$2,000.00	0
PUBLIC SOCIAL SERVICES	3435 Wilshire Blvd., Human Resources/Finance Parking	Los Angeles	97173	L-0954	12/01/2005	11/30/2008	\$975.00	1
CHIEF EXECUTIVE OFFICE	1100 "K" St., 4th Floor, Suite 400,	Sacramento	98700	L-0956	12/19/2005	12/18/2008	\$7,353.01	0
PUBLIC SOCIAL SERVICES	900 North Lake Ave., Parking for 955 N. Lake Ave.	Pasadena	97214	L-0123	01/01/2007	12/31/2008	\$2,887.50	0
CHILD SUPPORT SERVICES	2934 E. Garvey Ave., BFSO, Suite B, (2nd Floor)	West Covina	97478	74325A	01/12/2006	01/11/2009	\$1,661.03	3
PARKS & RECREATION	14812 Stanford Ave., Roy Campanella Park (Ground Lease)	Compton	98421	P-41059	03/01/2008	02/28/2009	Annual \$100.00	6
FIRE DEPARTMENT	945 Avalon Canyon Rd., Fire Station 55 and Residence	Catalina	98351	13401	08/01/1968	07/31/1973	\$200.00	6